



Clerk of Courts and
Register in Probate Office
615 Stokke Pkwy, Suite 1500
Menomonie, WI 54751
Phone: (715) 232-2611
Fax: (715) 232-6888

Katie M. Schalley, Clerk - Erin Metcalf, Office Manager - Lisa Crouse, Register in Probate

Dear Litigant:

Enclosed you will find copies of your paperwork which require personal service. You will need to make arrangements to have these documents served on the other party. Service can be made by the Sheriff's Office, one of the process servers listed below, or any other process service available to you.

The Process Server will return the proof of service to you upon completion of service. You will need to file the proof of service with the Clerk of Courts office. Their fee will be based upon mileage and number of attempts. **Please call them for information regarding fees as a deposit may be required, or with any questions you may have regarding completion of service.**

Dunn County Sheriff's Office
615 Stokke Parkway
Menomonie, WI 54751
Civil Process Deputy 715-231-2921

McRoberts Process Serving
Scott McRoberts
N1024 340th Street
Menomonie, WI 54737
715-283-4461

Chippewa Valley Process Service
Angela Owen
2402 Ridgeview Drive #206
Eau Claire, WI 54701
www.ChippewaValleyProcess.com
Email: cvpserve@gmail.com